

# **TRANSPORTATION ASSET MANAGEMENT COUNCIL**

February 6, 2019 at 1:00 p.m.

MDOT Aeronautics Building, 2<sup>nd</sup> Floor Commission Room

2700 Port Lansing Road

Lansing, Michigan

## **MINUTES**

**\*\* Frequently Used Acronyms List attached**

### **Members Present:**

Derek Bradshaw, MAR/GLS Region V  
Bill McEntee, CRA – Vice-Chair  
Jonathan Start, MTPA/KATS  
Rob Surber, DTMB/CSS  
Todd White, MDOT

Joanna Johnson, CRA/RCKC – Chair  
Gary Mekjian, MML  
Robert Slattery, MML  
Jennifer Tubbs, MTA  
Brad Wieferich, MDOT

### **Support Staff Present:**

Niles Annelin, MDOT  
Gil Chesbro, MDOT  
Mark Holmes, DTMB/CSS  
Tim Lemon, MDOT  
Mike Toth, MDOT

Roger Belknap, MDOT  
Tim Colling, MTU/LTAP  
Polly Kent, MDOT  
Gloria Strong, MDOT

### **Public Present:**

Larry Doyle, MDOT  
Aaron Verhelle, RCOC

Jessica Moy, MIC Executive Director

### **Members Absent:**

Christopher Bolt, MAC/Jackson DOT

### **1. Welcome – Call-To-Order:**

The meeting was called-to-order at 1:00 p.m.

### **2. Changes or Additions to the Agenda (Action Item):**

None

### **3. Public Comments on Non-Agenda Items:**

None

### **4. Consent Agenda (Action Item):**

#### **4.1. – Approval of the January 9, 2019 Meeting Minutes (Attachment 1)**

**Motion:** J. Start made a motion to approve the January 9, 2019 meeting minutes; G. Mekjian seconded the motion. The motion was approved by all members present.

#### **4.2. – TAMC Financial Report (Attachment 2)**

R. Belknap gave a brief review of the February 6, 2019 TAMC Revised Budget Expenditure Report.

### **5. Presentations – G. Chesbro:**

G. Chesbro gave a PowerPoint presentation update on the 2016-2018 PASER Data Analysis for Paved Federal Aid Road Conditions and Team Rating minus QR Rating information. He now has all the data that he needs in order to do his full analysis. This data analysis information and graphs will be placed in the

2018 Annual Report. SEMCOG had questions about last year's data analysis and how the conclusions were drawn. G. Chesbro has reviewed his analysis, specifically the non-trunkline projections, and a preliminary explanation. G. Chesbro will also provide a review of his analysis at the next Data Committee meeting.

The Data Committee needs to review the 1) five-year look back 2) cost of treatment that will be utilized, 3) projections and what assumptions are being looked at moving forward, and 4) what to place in the annual report.

T. Colling, MTU, requested to use the generalized slides that G. Chesbro has provided at PASER trainings. J. Moy requested to use the slides also for educational purposes with MIC and WAMC.

**Motion:** J. Start made a motion to allow MTU to use for PASER training, MIC, and WAMC the use of the data analysis slides for educational and training use; B. Slattery seconded the motion. The motion was approved by all members present.

**Action Item:** G. Chesbro will provide a review of his analysis at the March Data Committee Meeting..

## **6. – Correspondence and Announcements:**

### **6.1. – Update on TAMC Spring Conference, May 21-23, 2019 – G. Strong/G. Mekjian (Attachment 3)**

The TAMC and the American Public Works Association (APWA) Conference will be held on May 22 and 23, 2018, at the Treetop Resort in Gaylord, Michigan. APWA will hold their annual golf outing on May 21, 2018 as well as a welcoming reception where everyone attending the conference can participate. On Wednesday, May 22, 2019, TAMC and APWA will hold joint sessions. On Thursday, May 23, 2019, APWA will hold APWA only sessions. G. Strong is working with APWA conference planners on the logistics. TAMC conference attendees will lodge at the Otsego Resort approximately 5 minutes away from the Treetops Resort. The TAMC Spring Conference Save-the-Date and Sponsorship flyers were shared with the Council.

### **6.2. – 2018 Calendar of TAMC Partner Events, Conferences and Trainings – J. Johnson (Attachment 4)**

The majority of the conference and trainings are covered except three that are being held in the U.P.. If anyone is able to cover these trainings, please let J. Johnson know as soon as possible. The Council member can participate by telephone, if necessary.

## **7. – Michigan Infrastructure Council Update – J. Johnson/D. Bradshaw**

### **7.1. - Michigan Association of Regions – Regional Prosperity Grants for Asset Management – D. Bradshaw**

All 12 regions received \$70,000 for asset management coordination work. D. Bradshaw stated that it is a work in progress. Regions decided they wanted to coordinate efforts. They are having a coordination call in a week or two. They are considering holding summits, one in the early part of the year and one later in the year (fall). The summits are for asset managers to come together and brainstorm how they can collaborate in these efforts. They want to make sure they all have the same materials. They want to be sure they have at least a couple levels of people involved. They are hoping to have a lot of the uncertainties resolved in the next month or two on how they will proceed on using these funds. D. Bradshaw will give the Council updates as things progress.

### **7.2. – X-Council Meeting Update – J. Johnson**

An X-Council meeting was held today which is leaderships from MIC, WAMC, and TAMC that meet to get updates and collaborate. They want to have cohesiveness and consistency on budget reporting and discussions were had on conference opportunities. The Council was also advised that Governor Whitmer has changed the Michigan Department of Environmental Quality to the

Michigan Department of Great Lakes and Energy. More to come on this change in the future as things progress.

## **8. – Old Business:**

### **8.1. - TAMC Work Program Update – P. Kent (Attachment 5)**

An updated copy of the TAMC Work Program was provided. It was requested that each committee review the program and determine where they are on accomplishing their assigned tasks. If anyone has any questions, they can contact P. Kent.

### **8.2. – TAMC 2019 Strategic Planning Session, June 5, 2019, Aeronautics Bldg, - J. Johnson**

The June 5, 2019, Strategic Planning Session will review key 2020-2022 work program goals, estimated costs, and priorities for each committee. J. Johnson would like each committee to provide their prioritized goals with cost estimates by April 2019 to be included in discussions during the session. The committees must also look at the current work program as provided by P. Kent and determine whether TAMC should move the listed tasks forward or not.

## **9. Committee Reviews and Discussion Items:**

### **9.1. – Bridge Committee**

#### **9.1.1. – Culvert Pilot Efforts, Training, and TAMC Applications for FY 2019 (Action Item)**

Support staff is working with MDOT Finance to determine how much is still available from the Culvert Pilot Project appropriation. There may be enough remaining funds to dedicate \$25,000 to do a culvert dashboard and interactive map. A recommendation was made to do culvert training Webinars in FY 2020 and FY 2021 at the cost of \$15,000 per year that provide agencies continued support with doing culvert data collection. TAMC needs to get this culvert data from the pilot out to the people. They need to decide where they want to go with this data. TAMC Bridge Committee needs to discuss whether to add all of the other culvert data that agencies may have to the dashboards and map. Bridge Committee will propose how to use the remaining culvert funds.

The Bridge Committee is currently looking at the condition data and charts for 2018 that will be used in the 2018 annual report.

**Motion:** D. Bradshaw made a motion to dedicate \$25,000 for a culvert dashboard and interactive map, and to use \$15,000 in FY 2020 and FY 2021 (totaling \$30,000) on culvert trainings that provide agencies continued support with doing culvert data collection; J. Start seconded the motion. The motion was approved by all members present.

### **9.2. – ACE Committee – J. Start**

#### **9.2.1. – TAMC 2019 Awards (Attachment 6)**

A copy of the February 7, 2019 memo soliciting nominations to receive a TAMC award (deadline for submission is March 29, 2019); the Awards Program Criteria, TAMC Awards Program Nomination (steps to how TAMC makes its award selections), and past TAMC Award Winners 2009-2018 was shared with the committee. The ACE Committee would like to send a reminder for the TAMC Award nominations in early March of each year. Once award nominations are received, the committee will need to review how the nominated person/organization works to coordinate with other entities. R. Belknap will send out the awards packet. Council members should include the awards in their presentation at conferences and trainings. Support staff can add an awards slide to the presentation.

**Action Item:** R. Belknap to send out the TAMC awards packet to solicit award nominations.

**Action Item:** Support staff to add a slide regarding the TAMC awards to the conferences and training presentation.

#### **9.2.2. – TAMC Policy for Submittal and Review of Asset Management Plans**

Public Act 325 created new reporting and submission requirements for Asset Management Plans. T. Colling at MTU, has created a *White Paper* that will help create a policy on how agencies will submit to TAMC their asset management plans and how TAMC will review asset management plans. A copy of that document was provided to the Committee and they were encouraged to review and provide any comments. The paper is in draft form and is not ready to be shared with the public. Support staff will bring a draft policy to the next ACE Committee meeting in March for the committee's review and comment. How to include such things as culvert and signals will need to be discussed.

**Action Item:** Support staff to write up the *White Paper* submitted by MTU into a TAMC Policy.

#### **9.2.3. - PASER Certification Program**

MTU sent out a reminder notice on the certification program encouraging agencies to participate. Support staff has received emails requesting that TAMC look at the benefits of the certification and requested an extension between certifications. Metropolitan Planning Organizations and Regional Planning Organizations are required to attend the certification training regardless of if they are certified or not. They would like a longer period of time where they are exempt from attending training. There are only approximately 20 people that are certified. A motion was made by the ACE Committee that TAMC change its policy and only require them to send one person but can actually have more people certified. And have that certification be for three years instead of only one year. To be recertified on the fourth year. Then TAMC will need to watch for quality control and if data quality becomes an issue, TAMC will revisit the policy and make appropriate changes.

**Action Item:** R. Belknap will modify the current policy to make these changes and present at the next ACE Committee meeting for their review.

#### **9.2.4. – 2018 TAMC Annual Report – Draft Year in Review Section**

A draft of the Year in Review section was provided and reviewed for inclusion into the annual report. TAMC accomplishments will be added to the TAMC Sharepoint site, as well as any other draft sections that require Council review. If anyone is having problems with getting up on Sharepoint they need to contact support staff for assistance.

### **9.3. – Data Committee – B. McEntee**

#### **9.3.1. – Update on Paving Warranties and the TAMC IRT – B. McEntee**

TAMC will need to add traffic signals and warranties to their data system. B. McEntee informed the Council that TAMC will need to add the Warranty Program information to the TAMC interactive map. There is an agreement between MDOT, the County Road Association (CRA), and MML on the Warranty Program. There is a warranty check box currently in the IRT when agencies are entering a project. There are eight warranty items that need to be entered into the system and five or six of the eight items are already currently being collected in the IRT. We may need to add another 3 or 4 fields in the data set. It will be required for TAMC to keep track of what projects are under warranty.

B. McEntee suggested that TAMC invite subject matter experts to come in and speak to the Council and offer some insight. CSS will need to provide an estimate of how much it will cost to accomplish adding the traffic signals data to the IRT. They will provide their estimate at the March full Council meeting after presenting it at the February Data Committee meeting. TAMC will also need to evaluate whether TAMC should be fully funding this project. They can also look at other sources to assist in the funding of this change. Since TAMC currently houses some warranty information in the IRT, they were chosen to house the additional warranty data.

**Action Item:** CSS will give a cost estimate for warranty work in the IRT and provide that cost estimate first to the Data Committee in February and then to the full Council in March.

**Action Item:** B. McEntee will invite traffic signal and warranty subject matter experts to future Data Committee meetings.

### **9.3.2. – Investment Reporting: Process of Future Projects and 3-Year Plan Requirements**

Agencies are required to report in the IRT three years of planned projects. TAMC and CSS must figure out how to enter the three-year planned projects, how to make the information available to everyone (publicly and by other agencies), and what it will take to make a layer of planned projects in the interactive map. CSS will provide an estimate of costs and how they plan to take the initial steps towards completing this task by the February Data Committee meeting.

### **9.3.3. – Establishing a Traffic Signal Survey/Inventory Pilot and Subject Matter Experts**

B. McEntee is still working on getting subject matter experts to attend a Data Committee meeting. He has not received any recommendations on who could attend. It was requested that suggestions be made from support staff, Council members and committees that if anyone has recommended speakers to let him know as soon as possible. He would like to get some guidance from subject matter experts and then do a survey based upon what they find out from the experts. Smaller agencies that may have traffic signal information will also need to be included. It was suggested to include MDOT in on the discussions as they currently are collecting some traffic signal data.

## **9.4. - Michigan Center for Shared Solutions – M. Holmes**

Tasks CSS is currently working on for TAMC:

1. M. Holmes reported that Roadsoft framework version 17 is old and 19 is not ready to go into production. They will continue to use version 17 when collection starts that will provide more time for the version 19 testing. For the organizations that do data collection later; they will start with version 19. Organizations will be provided support by MTU. CSS, MDOT, and MTU want to be sure that during the migration none of the data is lost. There is no firm date as to when version 19 will be available, possibly July 1, 2019. For the MTU trainings they will provide updates. R. Belknap will discuss this during his Regional Coordinator calls.
2. The IRT version 2.9 new release is coming out the first week of March. IRT training slides and TAMC Website are being updated.
3. A rerun of the Bridges reports are being completed for B. McEntee
4. Cost estimates for the culvert pilot project data dashboard and interactive map is being calculated.

**Action Item:** R. Belknap will keep the regions informed of the migration of Roadsoft version 19 during his Regional Coordinator Calls.

**9.5. – Michigan Technological University/Technical Assistance Reports**

**9.5.1. – Monthly Training Report (December 2018) (Attachment 7)**

A copy of the Training Report for the reporting period of December 1-31, 2018, was provided to the Council.

**9.5.2. – Monthly Activities Report (December 2018) (Attachment 8)**

A copy of the Activities Report for the reporting period of December 1-31, 2018, was provided to the Council.

PASER training season has begun and will be provided for the next three months. Training dates for the fall have not been set. MTU will provide those dates as soon as possible.

**10. Public Comments:**

J. Moy spoke about broadening the joint collaborative efforts between TAMC and WAMC that will make efforts more cost and time effective. She also offered her assistance to P. Kent with the update of the TAMC award criteria efforts.

**11. Member Comments:**

G. Chesbro introduced his replacement TAMC data analyst, Tim Lemon to the Council.

Todd White was again introduced as the replacement for David Wresinski, on the Council representing MDOT. Mr. Wresinski recently retired from MDOT.

J. Johnson attended the County Engineers Workshop, in Sault Ste. Marie, and the question was who was from MML who worked with CRA and that was John LaMocchia.

J. Johnson informed the Council that the Honorable George Hartwell, State Transportation Commission, attended the MTU Local Official Meeting, and did a great job giving the local perspective from the Grand Rapids standpoint. Pete from MTU did a great job on the new version of the MTU Local Officials Meeting.

**12. Adjournment:**

The meeting adjourned at 3:02 p.m. The next full Council meeting will be held March 6, 2019 at 1:00 p.m., MDOT Aeronautics Building, 2700 Port Lansing Road, 2<sup>nd</sup> Floor Conference Room, Lansing, Michigan.

<b>TAMC FREQUENTLY USED ACRONYMS:</b>	
<b>AASHTO</b>	AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS
<b>ACE</b>	ADMINISTRATION, COMMUNICATION, AND EDUCATION (TAMC COMMITTEE)
<b>ACT-51</b>	PUBLIC ACT 51 OF 1951-DEFINITION: A CLASSIFICATION SYTEM DESIGNED TO DISTRIBUTE MICHIGAN'S ACT 51 FUNDS. A ROADWAY MUST BE CLASSIFIED ON THE ACT 51 LIST TO RECEIVE STATE MONEY.
<b>ADA</b>	ADULTS WITH DISABILITIES ACT
<b>ADARS</b>	ACT 51 DISTRIBUTION AND REPORTING SYSTEM
<b>BTP</b>	BUREAU OF TRANSPORTATION PLANNING (MDOT)
<b>CFM</b>	COUNCIL ON FUTURE MOBILITY
<b>CPM</b>	CAPITAL PREVENTATIVE MAINTENANCE
<b>CRA</b>	COUNTY ROAD ASSOCIATION (OF MICHIGAN)
<b>CSD</b>	CONTRACT SERVICES DIVISION (MDOT)

<b>CSS</b>	CENTER FOR SHARED SOLUTIONS
<b>DI</b>	DISTRESS INDEX
<b>ESC</b>	EXTENDED SERVICE LIFE
<b>FAST</b>	FIXING AMERICA'S SURFACE TRANSPORTATION ACT
<b>FHWA</b>	FEDERAL HIGHWAY ADMINISTRATION
<b>FOD</b>	FINANCIAL OPERATIONS DIVISION (MDOT)
<b>FY</b>	FISCAL YEAR
<b>GLS REGION V</b>	GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION
<b>GVMC</b>	GRAND VALLEY METRO COUNCIL
<b>HPMS</b>	HIGHWAY PERFORMANCE MONITORING SYSTEM
<b>IBR</b>	INVENTORY BASED RATING
<b>IRI</b>	INTERNATIONAL ROUGHNESS INDEX
<b>IRT</b>	INVESTMENT REPORTING TOOL
<b>KATS</b>	KALAMAZOO AREA TRANSPORTATION STUDY
<b>KCRC</b>	KENT COUNTY ROAD COMMISSION
<b>LDC</b>	LAPTOP DATA COLLECTORS
<b>LTAP</b>	LOCAL TECHNICAL ASSISTANCE PROGRAM
<b>MAC</b>	MICHIGAN ASSOCIATION OF COUNTIES
<b>MAP-21</b>	MOVING AHEAD FOR PROGRESS IN THE 21 <sup>ST</sup> CENTURY (ACT)
<b>MAR</b>	MICHIGAN ASSOCIATION OF REGIONS
<b>MDOT</b>	MICHIGAN DEPARTMENT OF TRANSPORTATION
<b>MDTMB</b>	MICHIGAN DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET
<b>MIC</b>	MICHIGAN INFRASTRUCTURE COMMISSION
<b>MITA</b>	MICHIGAN INFRASTRUCTURE AND TRANSPORTATION ASSOCIATION
<b>MML</b>	MICHIGAN MUNICIPAL LEAGUE
<b>MPO</b>	METROPOLITAN PLANNING ORGANIZATION
<b>MTA</b>	MICHIGAN TOWNSHIPS ASSOCIATION
<b>MTF</b>	MICHIGAN TRANSPORTATION FUNDS
<b>MTPA</b>	MICHIGAN TRANSPORTATION PLANNING ASSOCIATION
<b>MTU</b>	MICHIGAN TECHNOLOGICAL UNIVERSITY
<b>NBI</b>	NATIONAL BRIDGE INVENTORY
<b>NBIS</b>	NATIONAL BRIDGE INSPECTION STANDARDS
<b>NFA</b>	NON-FEDERAL AID
<b>NFC</b>	NATIONAL FUNCTIONAL CLASSIFICATION
<b>NHS</b>	NATIONAL HIGHWAY SYSTEM
<b>PASER</b>	PAVEMENT SURFACE EVALUATION AND RATING
<b>PNFA</b>	PAVED NON-FEDERAL AID
<b>PWA</b>	PUBLIC WORKS ASSOCIATION
<b>QA/QC</b>	QUALITY ASSURANCE/QUALITY CONTROL
<b>RBI</b>	ROAD BASED INVENTORY
<b>RCKC</b>	ROAD COMMISSION OF KALAMAZOO COUNTY
<b>ROW</b>	RIGHT-OF-WAY
<b>RPA</b>	REGIONAL PLANNING AGENCY
<b>RPO</b>	REGIONAL PLANNING ORGANIZATION
<b>SEMCOG</b>	SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS
<b>STC</b>	STATE TRANSPORTATION COMMISSION
<b>STP</b>	STATE TRANSPORTATION PROGRAM
<b>TAMC</b>	TRANSPORTATION ASSET MANAGEMENT COUNCIL
<b>TAMCSD</b>	TRANSPORTATION ASSET MANAGEMENT COUNCIL SUPPORT DIVISION
<b>TAMP</b>	TRANSPORTATION ASSET MANAGEMENT PLAN
<b>TPM</b>	TRANSPORTATION PERFORMANCE MEASURES
<b>UWP</b>	UNIFIED WORK PROGRAM

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